

Job description

Job title: Advanced Practitioner

Grade: 12

Job evaluation reference: EY516

Job family: Health and Social Care

Purpose and impact

1. The role of the Advanced Practitioner is that of a professional Social Work clinical expert in regard to the overall delivery of Children's Statutory services within Dorset Council.
2. The role provides professional expertise at a number of levels including complex areas of service delivery and it is seen as part of the management team.
3. The role can be both case holding when acting as the clinical expert in the Family Assessment Specialist team or non-case holding.
4. The role works across the Children's directorate as part of the framework provided by the Principal social worker post in regard to developing best practice and reinvigorating social work.

Key responsibilities

5. To provide professional clinical social work leadership to deliver improved outcomes for children, young people and their families through the proactive integration of all national, regional and international best practice initiatives into operational delivery.
6. To work with the Principal social worker, training and Bournemouth University in the development and delivery of the re-invigorating social work programme and the Early Help programme for social workers and family workers.
7. To provide a high level of professional clinical expertise in regard to the delivery of complex case management issues. For example, in complex child sexual exploitation investigations or in complex court proceedings.
8. To provide expert assessments for court through the Family Assessment Specialist team.
9. To support, evaluate and provide training to managers in the improvement of the delivery of reflective qualitative supervision for social workers and other relevant staff.
10. To manage effectively the workflow within the social work caseloads, to ensure that children and young people's needs are met appropriately within a timely manner.
11. To attend court as and when required in relation to care proceedings and other types of complex court work.
12. To attend other relevant meetings which require the advanced practitioner to chair the meeting or where a social worker may need to be supported by the advanced practitioner.
13. To attend meetings held by the operational manager or identified as important to attend by the operational manager.
14. To attend meetings coordinated by the Principal social worker as required.
15. To support the development of staff through delivering an induction process; supporting NQSWs and identifying common themes across the children's directorate which need to be addressed positively through a joint training initiative delivered by the advanced practitioners.



16. To ensure alongside the team manager (where relevant) and the operational manager that there is compliance within the team in regard to data inputting, case recording and in regard to confidentiality issues.
17. To be responsible for completing case audits on individual social workers case files and to participate in safeguarding and other types of audits.
18. To take the lead on behalf of the children's directorate to ensure that teams understand any issues that may have arisen out of a Dorset Council /national lessons learned from serious case review/audits in order to improve practice and outcomes for children, young people and their families.
19. To participate and deliver the recruitment of staff with the operational manager.
20. To have a complete understanding of permanency planning; child protection procedures and child in need procedures and all other relevant legislation. To undertake to ensure that the post holder is up to date with all relevant legislation, research and practice in order to deliver training which supports best practice across the children's directorate in regard to the delivery of children social work.
21. The post holder will be expected to identify any relevant health and safety issues which may arise in regard to staff during the course of their work. This will include informing the relevant operational manager and participating in a health and safety risk meeting with an associated outcome of a plan.
22. To attend all relevant pan Dorset; regional and national strategic meetings in regard to the delivery of improving outcomes for children, young people and their families.
23. To attend all relevant national meetings as identified by the principal social worker
24. Responsibility for promoting and safeguarding the welfare of children and young people.
25. Any other lesser or comparable duties as required.

NB: The duties and responsibilities of this post are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Supervision and management

26. Reporting to: Appropriate manager
27. Responsibility for: Depending upon the context of the post holder, this post operates at two levels:
 - Level 1 - Supervision (but not management) of 1-5 full-time equivalent members of staff
 - Level 2 - Direct management of 1-5 full-time equivalent members of staff

Other factors

Resources

28. Responsible for ensuring data quality and as such the integrity of management information through the proper use and safekeeping of data and record systems both manual and computerised.
29. Responsibility for managing specific budgets as identified by the Head of Service and set down within the delegated scheme of responsibility.
30. The post holder will have a tablet/laptop which they will use as a means of recording all information in regarding to the role and responsibilities that they have.

Working Environment

31. The post holder will effectively have a named substantive base but will be expected to deliver within the context of an agile working environment.
32. The post holder will be expected to fulfil the travel requirements of the post.
33. The post holder will may be expected depending upon the context statement which sits with this job description to visit or meet service users in a variety of locations.
34. The post holder will be expected to visit partner agencies across the county and outside of the county in regard to children, young people and their families and their associated plans operationally.
35. The post holder may be expected to attend court.

Our behaviours

Dorset Council has developed and embedded a set of behaviours that will form part of everything you do and you will need to be able to demonstrate them through the way you work, regardless of your role or grade within the organisation.

Full details can be found on the job website under [‘Working for Dorset Council’](#).



Person specification

Applicants will be shortlisted on the basis of demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all of the specific areas over the course of the selection process.

Essential

Essential criteria are the minimum requirement for the above post.

Qualifications/ training/registrations	
Required by law, and/or essential to the performance of the role	
1.	Diploma in Social work/Certificate of Qualification in Social Work.
2.	Post qualifying Award/Practice Educator/Further evidence of continuous professional development.
3.	Registered with Health and Care Professions Council.
4.	DBS Cleared.
Experience	
5.	Substantial experience of working as a social worker post qualifying.
6.	Significant experience of working with the threshold tool as set out within the Continuum of Need and Working Together in order to make appropriate decisions in regard to children and young people.
7.	Experience of delivering complex assessments and plans in regard to Child in Need, child protection or children who are in care.
8.	Experience of delivering complex court proceedings in a variety of court settings.
Skills, abilities & knowledge	
Knowledge	
9.	Comprehensive knowledge of all relevant statutory legislation, policy and procedures in regard to the delivery of a Children's social work service.
10.	Knowledge of permanency planning and procedures.
11.	Knowledge of child protection procedures as set out in Working Together.
12.	Knowledge of early help and prevention.
13.	Knowledge of child sexual exploitation and child sexual abuse.
Key Skills	
14.	Excellent communication skills, both written and oral.
15.	Good negotiation skills.
16.	Ability to set targets and work within deadlines.
17.	Excellent assessment skills.
18.	Ability to be team player within the context of the service operational structure.
19.	Ability to clear, concise and constructive advice to team members regarding complex cases.
Behaviours	
20.	Respect
21.	Responsibility
22.	Recognition
23.	One Team: Collaboration
Other	
24.	Able to fulfil any travel requirements of the post
25.	Ability to work flexibly to meet the needs of the service delivery, including working outside of what are considered office hours.

Desirable

Desirable criteria will be used in the event of a large number of applicants meeting the minimum essential requirements.

Experience	
26.	Experience of the supervision of staff either through the direct supervision of social workers or through being a Practice Assessor.
27.	Experience of working with a number of partner agencies and families in regard to delivering early help at tier two of the threshold.
28.	
29.	
Skills, abilities & knowledge	
Knowledge	
30.	Knowledge or understanding of the performance management of staff through the local authority performance management processes.
31.	Knowledge /or understanding of the importance of effective managerial decision making using factual evidence, research and analysis in regard to the plans for children and young people.

Approval			
Manager	Head of Family Support	Date	February 2016

